

Proposed Regulation Amendments
(Title 16, Division 9, California Code of Regulations)
Article 4. Examinations
Section 928. Pre-application for Examination
(to include apprenticeship)

Existing Statute

B&P Code §7337.5 (Act)

Adoption of Regulations; “Preapplication”; Licensing Examination

(a) The board shall adopt regulations providing for the submittal of applications for admission to examination of students of approved cosmetology, electrology, or barbering schools who have completed at least 75 percent of the required course clock hours and curriculum requirements (60 percent for students of the manicurist course), **or any person licensed as an apprentice in barbering, cosmetology, skin care, or nail care who has completed at least 75 percent of the required apprenticeship training hours.** The regulations shall include provisions that ensure that all proof of qualifications of the applicant is received by the board before the applicant is examined.

(b) An application for examination submitted by a student of an approved cosmetology, electrology, or barbering school under this section shall be known as a "school preapplication" and an additional preapplication fee may be required.

(c) An application for examination submitted by a person licensed as an apprentice in barbering, cosmetology, skin care, or nail care shall be known as an "apprenticeship preapplication" and an additional fee may be required.

(d) The board shall administer the licensing examination not later than 10 working days after graduation from an approved cosmetology, electrology, or barbering school to students who have submitted an application for admission for examination under the preapplication procedure, or not later than 10 working days after completion of an approved barbering, cosmetology, skin care, or nail care apprenticeship program for a person licensed as an apprentice.

Proposed Amendments to Adopted Regulations:
(Title 16, Division 9, California Code of Regulations)

Article 4. Examinations

928. Preapplication for Examination

(a) A preapplication for examination must be submitted to the board postmarked within 7 calendar days from the day the applicant completed 75 percent of the required course hours and curriculum requirements (60 percent for students of the manicuring course) from an approved barbering, cosmetology, or electrology school, or any person licensed as an apprentice in barbering, cosmetology, skin care, or nail care who has completed at least 75 percent of the required apprenticeship training hours.

(b) A preapplication for examination shall be in writing, on a form prepared by the board (Form #~~03A-257~~ PRE1, Request for Pre-Application, ~~Rev 4/93~~).

(c) The preapplication form shall be submitted with the following:

(1) The required preapplication fee specified in Section 998;

(2) The application for examination, including the required fee and all proof of qualifications of the applicant for examination, except the proof of training document specified in Section 909 or (for apprentices) the certificate of apprenticeship completion specified in Section 924.

(3) A stamped envelope, addressed to the school from which the applicant completed training or to the apprentice program sponsor from which the applicant completed training.

(d) The preapplication form shall include an anticipated date that the student/apprentice shall complete his/her course of study/apprenticeship, and a statement signed by the student/apprentice and the school/apprentice program sponsor and certified under penalty of perjury, that the student/apprentice has completed the curriculum requirements and number of clock hours required to submit a preapplication.

(e) Within ~~45~~ 30 calendar days of receipt of the preapplication the board shall notify the applicant in writing, at the school/apprentice program sponsor from which the applicant completed training, that the preapplication is either complete or is deficient and what information or documentation is required to complete the application.

(1) If the application is complete, the notification (that portion of form ~~03A-257~~ PRE1 filled out by the board) shall also contain the applicant's scheduled examination date.

(2) If a preapplication is deficient, the applicant shall not be scheduled for examination ~~until after the proof of training document is submitted to the board.~~ with the pre application population until the deficiencies are corrected and the application is resubmitted.

(f) The proof of training document/certificate of apprenticeship completion and the portion of form ~~03A-257~~ PRE1 filled out by the board must be mailed to the board, postmarked within three working days after the applicant's anticipated date of course/apprenticeship completion. If this requirement is not met, the applicant will not be permitted to be examined

on the scheduled date and ~~will be rescheduled for examination~~ the applicant will be scheduled for examination with the general application population

(g) Within ~~five~~ ten working days of receipt of the proof of training document/certificate of apprenticeship completion, the board shall notify the applicant in writing that it is either complete or is deficient and what information or documentation is required to complete the document.

(1) If the proof of training document/certificate of apprenticeship completion is complete, the board will mail an examination admission ~~card~~ letter to the applicant.

(2) If the proof of training document/certificate of apprenticeship completion is deficient, the applicant will not be permitted to be examined on the scheduled date and will be rescheduled for examinations at the time of receipt of a complete proof of training document/certificate of apprenticeship completion.

NOTE: Authority cited: Section 7312, 7337.5, Business and Professions Code. Reference: 7337.5, Business and Professions Code